

Approved 2.28.18

**The Hamilton Wenham Regional
School District
Public Hearing on the School District's FY19 Budget
Tuesday, February 13, 2018 7:00 pm
Buker School Multipurpose Room**

Present:

David Polito
Kerry Gertz
Joshua Liebow, Chair
Gene Lee
Jeanise Bertrand
Stacey Metternick (7:16 pm arrival)
Michelle Bailey (7:31 pm arrival)

Also Present:

Michael Harvey, Superintendent
Jeff Sands, Assistant to the Superintendent

1. Call to Order

7:00

Josh Liebow calls the meeting to order at 7:06 pm.

2. Pledge of Allegiance

3. Citizen's Comments

Josh opens the public meeting for citizen's comments regarding FY19 Budget. No public comments at this time; committee will resume the regular school committee meeting at 7:30 pm.

**The Hamilton Wenham Regional
School District
School Committee Meeting
Tuesday, February 13, 2018 7:30 pm
Buker School Multipurpose Room**

Present:

David Polito
Kerry Gertz
Joshua Liebow, Chair
Gene Lee
Jeanise Bertrand
Stacey Metternick (7:16 pm arrival)
Michelle Bailey (7:31 pm arrival)

Also Present:

Michael Harvey, Superintendent

Jeff Sands, Assistant to the Superintendent

Joshua Liebow calls the Hamilton Wenham Regional School District meeting to order at 7:30 pm.

3. Citizens' Comments

Heather Ryan, 140 Miles River Road, Hamilton: Heather participated in a group 1-2 years ago that worked on changing school policy where sports team would penalize students who participated in school functions (trip to Peru, etc.) during April vacation. Heather would like to know the status of this suggestion, and would like to have confirmation whether the policy has been implemented or not.

School Committee members are not aware of the status, but will look up the needed information.

Heather thanks the committee for lowering athletic user fees. Heather suggests reducing fees for other extracurricular activities in the arts, music, and the theatre. Would like user fees to be equitable across all programs.

Josh Liebow states that there was never an intention to favor athletes over artists. Josh has not personally reviewed fees in extracurricular activities, however the sports fees were egregious and the committee heard from the community which resulted in a 50% cut. Josh states that the community has not voiced concern to the committee about additional user fees.

Heather asks if more parents are needed to voice this, with Josh replying that it is always helpful for the committee to hear concerns to gauge community concern. Heather invites committee to FOTA. Michelle Bailey believes this meeting takes place on Wednesday nights, which poses a conflict for the committee. Josh asks Heather if she would submit a document outlining the costs associated with other extracurricular activities, which Heather agrees to do.

4. Chair's Report

- Josh Liebow says that a letter has been submitted to Bill Wilson regarding Long Meadow discussions to date. School committee expressed interest in the property but district has no immediate need for the land.

5. Superintendent's Report

- Congratulations to the HWRSD Model UN club, who participated in MIT Model UN conference last weekend. Outstanding representation of school. Congratulations to:
 - **Cam Lake** - Best Delegate from the Democratic People's Republic of Korea (North Korea) on Disarmament and International Security Committee
 - **Lily Ting** - Honorable Mention award for delegate from Brazil on the Economic and Social Council.
- HWRS Visual Arts & English Departments are proud to announce students who received awards in the 2018 Boston Globe Scholastic Art & Writing Awards. Gold Key winners are entered into the national awards, with National Medalists announced on 03/13/18.
 - **Annabel Howley**, Visual Arts, awarded 2 gold keys and an honorable mention;

- *Nora Sullivan-Horner*, Visual Arts, received a gold key;
- *Thomas Lattanzi*, *Cadyn Sawyer* and *Helen Peppler*, Visual Arts, were awarded honorable mentions;
- *Raquel Souza*, English, awarded gold key for critical essay;
- *Luce Brandt*, English, awarded silver key for a personal essay/memoir;
- *Nora Sullivan-Horner*, English, awarded silver key for personal essay/memoir
- HWRSD school choice applications for 2018/2019 school year are available on HWRSD website (<https://goo.gl/forms/MHV9C2CnIy0MMnSA2>) for grades 6-12. Applications will be accepted until 03/09/2018.
- School Committee Nomination papers are available at administration office and are still being accepted for school committee seats. Mike provides details of process, and states any questions should be addressed to Donna Bunk, 978-626-0821.

Stacey Metternick asks if there have been any applications turned in. Mike is not certain if this is public information, but he will confirm and get back to the committee.

6. Consent Agenda

a) Warrants

- January 31, 2018 Exhibit A

b) Minutes

- January 24, 2018 Exhibit B
- January 31, 2018 Exhibit C

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE CONSENT AGENDA INCLUDING WARRANTS FROM JANUARY 31ST, 2018, AND MINUTES FROM JANUARY 24TH AND JANUARY 31ST, 2018 AS WRITTEN.

MOTION by Kerry Gertz, SECONDED by Jeanise Bertrand.

Unanimously approved by 7 members present.

MOTION PASSES

7. New Business

a) Turf Field Group Presentation

Exhibit D

TURF - Towns United for Recreation Fields

Phil Tocci: Introduces the purpose of presentation and invites Dr. Michael Harvey to provide overview of the first few slides.

Michael Harvey states that this project began with Recreation Department Master Plan Study that identified overuse of towns' fields. The overall goal of the Turf Field project is to address the shortage and alleviate the over-use. Reviews the benefits of the project as a whole, with a particular charge to bring many of the High School sports back to school grounds. Indicates the status of what has been approved to date detailed on page 30 of School Committee Packet. Turf Field illustration is shown with Michael Harvey explaining that everything within the red dotted

line has been permitted (Phase 1). Reiterates that there were multiple meetings and there was absolutely no opposition or hint at opposition to the Turf Field.

Phil Tocci: Adds the conditions of the proposed field lighting, which will shut off automatically at 9:00 pm excluding Sundays, aligning with the town curfew. Phil Tocci states that as a member of this group, he supports the Turf Field vision. Reviews action plan, the process of determining best site based on safety, parking, paved walkways, and additional considerations. Secondary benefits of the field located at the school include:

- Bringing teams back to campus (no more transportation);
- Parents will no longer have to choose which of their children to watch;
- Added school spirit and access to sporting events.

Phil Tocci claims that he has witnessed a great deal of energy and support from both the recreation department and private citizens. TURF group is invested to the success of this project and seek direction from the committee in their ventures with community outreach, fundraising opportunities, market research, authority, and additional components of the group and their mission (questions outlined on page 33 in School Committee Packet). Suggests subcommittee with members of the School Committee to determine strategies and answer questions as they arise.

Joshua Liebow thinks a subcommittee would complicate matters. Josh clarifies that committee members cannot participate in fundraising activities and further stresses the need for crucial, ongoing communication. Explains that TURF group would be responsible for raising money, and the committee would then vote to accept it.

Discussion continues regarding fundraising opportunities and strategies, phases, purpose of group, strategy of group, school committee limitations, naming rights, and other potential considerations moving forward.

Stacey Metternick suggests examining the School Committee advertisement policy in more depth, as she believes these types of policies fall to the wayside due to changes in School Committee members. Michelle Bailey points out the difference between naming rights versus advertising. Discussion regarding naming rights and Phil's predictions.

Phil Tocci asks for direction and input on TURF's nonprofit status. Phil has considered EdFund, and spoken with Essex County Charitable Foundation, a group that would establish a nonprofit, manage funds, handle all tax filing, release funds upon request, and manage business aspects for a percentage. Discussion regarding strategy in creating nonprofit group.

Jeff Sands states that the School Committee is not involved in this process, and cannot delegate how TURF group decides to proceed. Mike Harvey reiterates the structure of accepting funds: the TURF group would fundraise and then present funds to school committee as a gift, and committee would vote whether to accept the funds.

Jeff Sands explains that the School Committee's permission to fundraise is the *only* requirement to begin, and that requirement was met 2 years ago when the committee gave permission to the

TURF group. The decision on how to spend those funds rests on the School Committee and administration.

Phil Tocci respectfully requests ongoing communication and collaborative efforts, as TURF group would like to convey accurate information to public and potential donors. Discussion regarding the amount of input the committee can provide with potential naming rights matters and other complicated matters Phil has brought up.

Phil says his group will reconvene on the 26th, and they will begin the fundraising and outreach processes. Michelle Bailey asks if the group has talked to others who have carried out Turf Field projects, with Phil indicating that the largest issue he heard was the schedule.

Josh Liebow thanks Phil and the TURF group for their work.

b) FY19 Budget Review

Exhibit E

Overview of FY19 Budget status. The School Committee will vote to adopt FY19 Budget this evening after final discussion.

- Recommendation of *level-service*;
- Critical Priorities overview including user fee reduction;
- Superintendent recommends level service budget plus critical priorities (increase in 5.4%);
- Review of district totals including net assessments and town increases;
- Overview of 4-year growth in budgets and rate of change for towns;
- Summary by DESE category.

Discussion regarding the process of reducing user fees. Stacey Metternick expresses confusion surrounding the 50% reduction equates to the \$177,000 increase in budget. Josh Liebow says this was detailed in last week's meeting. Jeff Sands provides an overview of the process used, specifically around proportionality.

Michelle Bailey inquires as to the gender cost differences, with Jeff Sands explaining each individual sport is budgeted separately and the user fees are determined by the number of participants.

Michelle Bailey asks about the override vote based on the district's budget, and what would be lost. Jeff Sands says that there is a process provided by law should the budget fail.

Committee members discuss responsibilities as School Committee members, FY19 budget, budget cuts to level service and related ethical considerations, town override, capital costs, and additional considerations.

Michelle Bailey asks for the dollar amount associated with the COLA increase for non-union staff. Michelle expresses her concern about the budget and that she is uncomfortable with approving it, especially since the dollar amount is unknown. Jeff Sands researches the exact dollar amount, per Michelle's request.

Gene Lee points out contradicting statements he has heard from the community, e.g. they want level service and also want user fees reduced. These two statements are counter-intuitive. As a town resident, Gene does not want taxes to go up, however he will defend this district budget because he believes it is in the best interest of the schools.

Jeff Sands states that the full value dollar amount increase for administration is \$45,000.00.

c) Adopt FY19 Budget

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO ADOPT THE FY19 BUDGET TOTAL GENERAL FUND EXPENDITURES BUDGET OF \$34,009,333. THIS AMOUNT INCLUDES GENERAL FUND OPERATING EXPENSES (AFTER OFFSETS) IN THE AMOUNT OF \$31,894,058 AND GENERAL FUND DEBT SERVICE EXPENSES IN THE AMOUNT OF \$2,115,275. FURTHERMORE, THE GROSS OPERATING EXPENSES OF THE DISTRICT (BEFORE OFFSETS) HAVE BEEN ALLOCATED TO THE DESE - DEFINED ACCOUNTS ACCORDING TO THE “SUMMARY BY DESE CATEGORY” CHART INCLUDED IN THIS BUDGET PRESENTATION DATED 02/13/2018.

**MOTION by Kerry Gertz, SECONDED by David Polito.
APPROVED BY David Polito, Jeanise Bertrand, Josh Liebow, Gene Lee, Kerry Gertz.
Stacey Metternick ABSTAINING; Michelle Bailey OPPOSING.
MOTION PASSES.**

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO ASSESS THE TOWNS OF HAMILTON AND WENHAM A COMBINED TOTAL OF \$28,438,507 AS THE AMOUNT NECESSARY TO OPERATE AND MAINTAIN THE DISTRICT, AS WELL AS PAY DEBT SERVICE, FOR FY19. THE DISTRICT’S ASSISTANT SUPERINTENDENT SHALL DETERMINE THE AMOUNT APPORTIONED TO EACH TOWN, AND THE DISTRICT’S TREASURER SHALL CERTIFY SUCH AMOUNTS TO THE RESPECTIVE TREASURERS OF EACH TOWN WITHIN 30 DAYS OF THIS DATE.

**MOTION by Kerry Gertz, SECONDED by David Polito.
Unanimously approved by 7 members present.
MOTION PASSES.**

d) Vote to issue debt for capital projects

Exhibit F

- i) Winthrop Fire Suppression System
- ii) “Safety, Accessibility and Critical Infrastructure” Projects

Jeff Sands provides overview of capital projects. Also provides status update on locating and working with architect for Winthrop Sprinkler Project. Motions have been drafted with input from district and bond counsel.

Discussion regarding debt service and FY19 debt.

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT, (THE DISTRICT”) HEREBY APPROPRIATES THE AMOUNT OF \$850,000 FOR THE PURPOSE OF PAYING COSTS OF THE INSTALLATION OF A FIRE SUPPRESSION SYSTEM AT THE WINTHROP ELEMENTARY SCHOOL, INCLUDING THE PAYMENT OF ALL COSTS INCIDENTAL OR RELATED THERETO. TO MEET THIS APPROPRIATION THE DISTRICT IS AUTHORIZED TO BORROW SAID AMOUNT, UNDER AND PURSUANT TO CHAPTER 71, SECTION 16(d) OF THE GENERAL LAWS AND THE DISTRICT AGREEMENT, AS AMENDED, OR PURSUANT TO ANY OTHER ENABLING AUTHORITY. ANY PREMIUM RECEIVED UPON THE SALE OF ANY BONDS OR NOTES APPROVED BY THIS VOTE, LESS ANY SUCH PREMIUM APPLIED TO THE PAYMENT OF THE COST OF ISSUANCE OF SUCH BONDS OR NOTES, MAY BE APPLIED TO THE PAYMENT OF COSTS APPROVED BY THIS VOTE IN ACCORDANCE WITH CHAPTER 44 SECTION 20 OF THE GENERAL LAWS, THEREBY REDUCING THE AMOUNT AUTHORIZED TO BE BORROWED TO PAY SUCH COSTS BY A LIKE AMOUNT.

MOTION by Kerry Gertz; SECONDED by David Polito.

APPROVED by David Polito, Jeanise Bertrand, Josh Liebow, Gene Lee, Kerry Gertz.

OPPOSED by Michelle Bailey and Stacey Metternick.

MOTION PASSES

I MOVE THAT THE THE HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT HEREBY APPROPRIATES THE AMOUNT OF \$2,600,000 FOR THE PURPOSE OF PAYING COSTS OF VARIOUS FY19 “SAFETY, ACCESSIBILITY AND CRITICAL INFRASTRUCTURE” CAPITAL PROJECTS WITHIN THE DISTRICT AS OUTLINED IN THE DISTRICT’S FIVE-YEAR CAPITAL PLAN DATED FEBRUARY 13, 2018, INCLUDING THE PAYMENT OF ALL COSTS INCIDENTAL OR RELATED THERETO. TO MEET THIS APPROPRIATION THE DISTRICT IS AUTHORIZED TO BORROW SAID AMOUNT, UNDER AND PURSUANT TO CHAPTER 71, SECTION 16(D) OF THE GENERAL LAWS AND THE DISTRICT AGREEMENT, AS AMENDED, OR PURSUANT TO ANY OTHER ENABLING AUTHORITY. ANY PREMIUM RECEIVED UPON THE SALE OF ANY BONDS OR NOTES APPROVED BY THIS VOTE, LESS ANY SUCH PREMIUM APPLIED TO THE PAYMENT OF THE COSTS OF ISSUANCE OF SUCH BONDS OR NOTES MAY BE APPLIED TO THE PAYMENT OF COSTS APPROVED BY THIS VOTE IN ACCORDANCE WITH CHAPTER 44, SECTION 20 OF THE GENERAL LAWS, THEREBY REDUCING THE AMOUNT AUTHORIZED TO BE BORROWED TO PAY SUCH COSTS BY A LIKE AMOUNT.

MOTION by Kerry Gertz; SECONDED by David Polito.

Unanimously approved by 7 members present.

MOTION PASSES.

I MOVE THAT WITHIN SEVEN (7) DAYS FROM THE DATE ON WHICH THIS VOTE IS ADOPTED THE SECRETARY BE AND IS HEREBY INSTRUCTED TO NOTIFY THE BOARD OF SELECTMEN OF EACH OF THE MEMBER TOWNS IF THE DISTRICT, AS TO THE AMOUNT AND GENERAL PURPOSES OF THE DEBT

HEREIN AUTHORIZED, AS REQUIRED BY THE DISTRICT AGREEMENT AND BY CHAPTER 71, SECTION 16(d), OF THE GENERAL LAWS.

**MOTION by Kerry Gertz; SECONDED by David Polito.
Unanimously approved by 7 members present.
MOTION PASSES.**

Jeff Sands reviews the next steps for budget presentation, reminding the committee that the Annual Town Meeting is scheduled for April 7, 2018.

c) Payment for McKibben Associates

Exhibit G

Jeff Sands says the payment for McKibben's invoice was provided to the superintendent upon completion of his study. The majority of the warrant subcommittee disallowed payment, and Jeff explains the process undertaken when warrant subcommittee disallows payment. The invoice now comes before the full School Committee and requires a majority vote to approve payment of invoice.

Josh Liebow asks why warrant subcommittee withheld a vote to pay the invoice. Jeanise Bertrand and David Polito explain that the report was not received at the time of the vote, and confusion surrounding who requested the services. Michael Harvey points out that services were completed, and the full report is available on DropBox. Jeff Sands says that when a budget holder presents an invoice, it is generally an indication that service/cycle is complete.

Stacey Metternick exits the meeting at 9:04 pm.

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPROVE PAYMENT TO MCKIBBEN DEMOGRAPHIC RESEARCH, LLC IN THE AMOUNT OF \$4,000 FOR SERVICES RENDERED.

**MOTION by Kerry Gertz; SECONDED by David Polito.
Unanimously approved by 6 members present.
MOTION PASSES.**

d) Donations

i) Friends of Buker \$179.90

Exhibit H

Committee members comment that Library BeBops sound like fun. Thank you for the donation!

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE DONATION FROM FRIENDS OF BUKER IN THE AMOUNT OF \$179.90 FOR LIBRARY BEE BOPS.

**MOTION by Kerry Gertz; SECONDED by Jeanise Bertrand.
Unanimously approved by 6 members present.
MOTION PASSES**

8. Other

a) Topics for next meeting, Wednesday 02/28/18.

- Student government presentation;
- Goal progress for the year;
- Enrollment study update.

Catherine Donovan, from Hamilton-Wenham Food Service department is tentatively scheduled for 05/23/2018 School Committee Meeting.

9. Vote to Adjourn

9:07 pm

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE MEETING ADJOURN AT 9:07 PM.

MOTION by Kerry Gertz, SECONDED by Jeanise Bertrand.

Unanimously approved by 6 members present.

MOTION PASSES

Respectfully submitted, 02/22/2018, Mahala Lettvin